



## Agency Records Disposition Schedule

Department: Department of Mental Health

Section: Mental Retardation and Illness

Division: Central Office

Sub-Section:

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**TITLE:** Patient Files

**CUTOFF:** EOSFY

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**DESCRIPTION:** Correspondence to and from patients, their relatives or other interested persons regarding admissions, releases, complaints, etc.

**RETENTION:** Years: Months: Days:

**NOTES:**

**DISPOSITION ACTION:** Permanent

**SERIES:** 5850

**SERIES STATUS:** Approved

**APPROVAL DATE:**

2/5/1980

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